

SIGN PERMIT APPLICATION

Planning & Zoning

Building Safety Division



Please print legibly and complete all areas.

Date Received

Permit #	Project Address:		Suite #:																
	Name of Business at this location:																		
	Applicant's Name:		Phone: ()	Email:															
	Applicant's Address:		Cell Phone: ()	Fax:															
	Property Owner:		Phone: ()	Email:															
	Owner's Address:		Cell Phone: ()	Fax:															
	Engineer/Architect:		Phone: ()	Email:															
	Sign Installation Ctr:		Phone: ()	Utah Lic.# -															
	Contractor Address:																		
	Electrical Ctr, if needed		Phone: ()	Utah Lic.# -															
Contractor Address:																			
<input type="checkbox"/> Required: 1 copy or proof of: <input type="checkbox"/> Current Business License or <input type="checkbox"/> Completed Business License application																			
<input type="checkbox"/> 2 Copies of proposed sign(s) in color.																			
<input type="checkbox"/> For a sign reface with the same business owner only, 2 copies of the proposed sign(s) in color. No fee or inspection is required.																			
<input type="checkbox"/> 2 Site plans showing property lines & linear footage of the building facing streets.																			
<input type="checkbox"/> 2 Sets drawings. Must include <input type="checkbox"/> attachment details, <input type="checkbox"/> electrical details, building elevations showing proposed sign placement, square footage of each existing sign, square footage of each proposed sign, photographs or drawing of actual signs with dimensions. These must be to scale & show accurate colors.																			
<input type="checkbox"/> 2 Sets Engineering & Structural Calculations (one set must be wet-stamped) REQUIRED for each pole* or monument* sign.																			
<input type="checkbox"/> 2 Sets footing & foundation plans (one set must be wet-stamped) for each pole or monument sign.																			
Brief description:																			
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Existing Signs:</td> <td style="width:15%;"><input type="checkbox"/> Building Sign</td> <td style="width:15%;"><input type="checkbox"/> Pole Sign</td> <td style="width:15%;"><input type="checkbox"/> Awning</td> <td style="width:15%;"><input type="checkbox"/> Directional</td> <td style="width:15%;"><input type="checkbox"/> Perpendicular</td> </tr> <tr> <td># & Type of each</td> <td><input type="checkbox"/> Message Center</td> <td><input type="checkbox"/> Monument</td> <td colspan="3"><input type="checkbox"/> Other:</td> </tr> </table>					Existing Signs:	<input type="checkbox"/> Building Sign	<input type="checkbox"/> Pole Sign	<input type="checkbox"/> Awning	<input type="checkbox"/> Directional	<input type="checkbox"/> Perpendicular	# & Type of each	<input type="checkbox"/> Message Center	<input type="checkbox"/> Monument	<input type="checkbox"/> Other:					
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Is sign illuminated? Yes No If yes, are you using existing electrical? Yes No** **If you are installing new wiring to illuminate or animate a sign, you must also hold an electrical license OR list an electrical subcontractor below.																			
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<p>This permit becomes null and void if work or construction is not commenced within 180 days, or if construction is suspended or abandoned for a period of 180 days at anytime after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work shall be complied with, whether specified herein or not, the granting of this permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty or perjury. By signing this agreement I understand that plans must remain on-site and the address must be clearly marked to get an inspection.</p>																			
SIGN INSPECTIONS ARE REQUIRED. 24-hour notice is required in order to schedule an inspection.																			
<input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Other, specify _____																			
Applicant's signature		Date																	
Property owner's signature		Date																	

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- All signs shall comply with applicable provisions of the (IBC) International Building Code and Article 600 of the (NEC) National Electrical Code (UL or approved listing required).
- Building Inspections are required for most signs. The permit will expire 180 days after being issued unless the building inspection is completed. A copy of the approved sign permit, including all drawings, must be on site at the inspection. Only sign refaces with a current owner are exempt from inspection.
- ***ALL SIGNS VALUED AT \$500 OR MORE ARE REQUIRED TO BE INSTALLED BY A LICENSED SIGN CONTRACTOR. (LC Land Development Code 17.40.070. Permits. C. Licensed Contractor Required. All signs with a value of five hundred dollars or more shall be installed by a sign contractor licensed by the State of Utah.)
- Contact Planning & Zoning for questions regarding Land Development Code requirements. 435-716-9023.
SDT = Sight Distance Triangle (40 feet from curb intersection)
- To view the full Sign Code, visit Chapter 17.40 of the Land Development Code, pg 169, on the Logan City website at <http://www.loganutah.org/CommunityDevelopment/Docs%20Codes%20and%20Reports/index.cfm>

BUILDING FAÇADE & DIMENSIONS (1st level only)

Dimensions for all facades that will have a sign are required.

	Direction Facing, ie N, W, SE etc.	Height	Width	Area	Allowable Sign Area (10% Max.)
Façade 1					
Façade 2					
Façade 3					
Façade 4					

	Direction Facing, ie N, W, SE, etc.	Sign Type	Height	Width	Total Sq Ft	Electric** Y / N	Cost of Sign***
Sign #1							\$
Sign #2							\$
Sign #3							\$
Sign #4							\$
Sign #5							\$
Sign #6							\$

Staff Use Only - Requirements and Notes:			
For Office Use Only:		<u>P&Z Approval</u>	<u>Date</u>
	<u>Historic District?</u>	<u>Yes No</u>	<u>Approval</u>
			<u>Date</u>
	<u>Bldg Approval</u>		<u>Date</u>